



Montana

Department of Labor and Industry

Commissioner's Office

Contact: Michelle Robinson, Communications Director

TELEPHONE: (406)444-1520

FAX: (406)444-1394

e-mail: mirobinson@mt.gov

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P.O. BOX 1728

HELENA, MT

59624-1728

FOR IMMEDIATE RELEASE

Willing and Able: A Job Hunting Guide for Montanans with Disabilities

(Helena) --- The Montana Department of Labor & Industry today announced the release of *Willing & Able: A Job Hunting Guide for Montanans with Disabilities*, a newly updated publication produced by Montana's Career Resource Network, in cooperation with the Montana Department of Public Health and Human Services.

Specifically tailored to meet the needs of job seekers with disabilities, *Willing & Able* guides readers through each step of the job hunting process, from identifying potential employers to preparing for that all-important interview. The guide provides users with proven strategies to highlight their assets and abilities, and to market them to potential employers. It also helps users understand their rights under the Americans with Disabilities Act (ADA), and provides a list of resources, including contact information for agencies that can assist them in their job search.

Willing and Able can help job seekers:

- Identify their skills and strengths as employees
- Find the resources and tools they need to begin the job search
- Fill out job applications and write resumes that command attention
- Make the most of Labor Market Information provided by Montana Department of Labor and Industry
- Prepare for job interviews with sample questions and strategies for disclosing disability information
- Understand their rights under ADA
- Find additional resources, including books, videos, and agencies that can help

To download *Willing and Able*, go to www.ourfactsyourfuture.com. You'll find *Willing and Able* in the Publications section, under the "Career Publications" heading. To order a printed copy of this publication, call the Research & Analysis Bureau at (406) 444-2430 or toll-free at (800) 541-3904, write to us at P.O. Box 1728, Helena, MT 59624-1728, or e-mail us at: webmasterrad@mt.gov.

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